

D-4072

Sub. Code

**11A/13711/
0111/0311A**

DISTANCE EDUCATION

Common for B.A./B.Sc./B.B.A./B.B.A. (Banking)/B.C.A./M.B.A
(5 Years Integrated) DEGREE EXAMINATION, MAY 2024.

First Semester

Part I : TAMIL Paper – I

(CBCS 2018 – 2019 Academic Year onwards/
2021 Calendar Year Onwards)

Time : Three hours

Maximum : 75 marks

பகுதி அ — (10 × 2 = 20 மதிப்பெண்கள்)

அனைத்து வினாக்களுக்கும் விடையளிக்க.

1. கண்ணதாசனின் இயற்பெயரைத் தருக.
2. பட்டுக்கோட்டை கல்யாணசுந்தரம் பிறந்த ஊர் யாது?
3. பாரதியார் பாடிய காவியங்கள் இரண்டினைக் குறிப்பிடுக.
4. பாரதிதாசனின் புனைப்பெயர்களைச் சுட்டுக.
5. கு.பா.ராஜகோபாலன் எக்காரணத்தால் அரசுப் பணியை விட்டார்?
6. இருமுறை சாகித்திய அகாதமி விருது பெற்ற தமிழ்க்கவிஞர்?
7. 'நேயர் விருப்பம்' என்ற கவிதை நூலின் ஆசிரியர்?
8. சிலப்பதிகாரத்தில் அமைந்துள்ள காதைகளின் எண்ணிக்கை?
9. எப்பெயரில் கம்பர் காப்பியம் படைத்தார்?
10. தேம்பாவணி – பொருள் விளக்கம் தருக.

பகுதி ஆ — (5 × 5 = 25 மதிப்பெண்கள்)

பின்வரும் வினாக்களுக்கு ஒரு பக்க அளவில் விடை தருக.

11. (அ) 'குருவாயூருக்கு வாருங்கள்' எனக் கண்ணதாசன் அழைக்குமாற்றை விளக்குக.

(அல்லது)

- (ஆ) பட்டுக்கோட்டை கல்யாணசுந்தரத்தின் இலக்கியப் பணிகளைச் சுட்டியுரைக்க.

12. (அ) கண்ணனின் விளையாட்டுகளைப் பாரதியார் எங்ஙனம் பாடுகிறார்?

(அல்லது)

- (ஆ) பெ. தூரன் 'தளிர்க்கீற்று' என்று எதனைக் குறிப்பிடுகிறார்?

13. (அ) வல்லிக்கண்ணனின் வாழ்க்கைக் குறிப்பைச் சுருக்கி வரைக.

(அல்லது)

- (ஆ) மீராவின் தனித்துவத்தை 'பதினைந்து' என்ற கவிதையின் வழிக் கூறுக.

14. (அ) சர்ப்பயாகம் கவிதையில் பேசப்படும் பாம்புகளின் பெயர்களை எழுதுக.

(அல்லது)

- (ஆ) தலைவி கண்ணுக்கு மை எழுதாமெக்கான காரணங்களை எழுதுக.

15. (அ) வழக்குரை காதையின் செய்திகளைத் தொகுத்துரைக்க.

(அல்லது)

- (ஆ) இயேசு அனுபவித்த துன்பங்களைச் சூசை கூறுமாற்றை விளக்குக.

பகுதி இ — (3 × 10 = 30 மதிப்பெண்கள்)

பின்வரும் வினாக்களில் மூன்றனுக்குக் கட்டுரை வடிவில் விடை
தருக.

16. கண்ணனின் பெருமைகளைக் கண்ணதாசன் பாடல்கள் வழிக்
கட்டுரைக்க.
17. பாரதியார் 'திருப்பள்ளி எழுச்சி' பாடுமாற்றை விளக்கி வரைக.
18. நோய்க்கான அறிகுறிகள் பற்றி நாமக்கல் கவிஞர்
கூறுவனவற்றை விவரிக்க.
19. கம்பராமாயண 'மந்திர படலம்' கூறும் செய்திகளைத்
தொகுத்துரைக்க.
20. நபிகள் நாயகம் ஈச்சங்குலை வரவழைத்தத் திறத்தை
எடுத்துரைக்க.

D-4073

Sub. Code

11B/0311B

DISTANCE EDUCATION

Common for B.A./B.Sc./B.B.A./B.B.A (Banking)/B.C.A./
M.B.A.(5 Year Integrated) DEGREE EXAMINATION,
MAY 2024.

First Semester

Part I — COMMUNICATION SKILLS – I

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL the questions.

1. Mention different types of Communication.
2. Why anger is a psychological barrier to communication?
3. Define oral communication.
4. Explain falling intonation with an example.
5. What is a business letter?
6. What are the four types of sentence structure?
7. Define 'Essay'.
8. What are gestures?
9. What are the different types of Report?
10. Define 'Group Discussion'.

PART B — (5 × 5 = 25 marks)

Answer ALL the questions, choosing either (a) or (b).

11. (a) Explain the principles of Effective Communication.

Or

- (b) Discuss various forms of oral communication.

12. (a) Explain the importance of facial expressions and eye contact in communication.

Or

- (b) Rewrite as directed :

(i) As he was ill, he couldn't attend the class.
(Change into compound sentence)

(ii) It was a rainy day and he remained at home.
(Change into simple sentence)

(iii) When he saw a snake, he ran away. (Change into compound sentence)

(iv) He finished his home work and he went out to play. (Change into complex sentence)

(v) He wrote a novel (Analyse this sentence)

13. (a) Explain the salient features of an essay.

Or

- (b) Mention some characteristics of an Effective sentence.

14. (a) Explain different types of Reports.

Or

- (b) Discuss the importance of group discussion.

15. (a) How will you organise a meeting?

Or

(b) Explain the various steps involved in preparing application for Employment and curriculum – vitae.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Describe the process of communication.
17. Discuss the importance of words and phrases in written communication.
18. Prepare an application for the post of Asst. Professor in English at Axc college Tiruchi, Attach your curriculum vitae.
19. Prepare a technical report about an accident in a company.
20. Prepare a Group Discussion on the topic “Uses and misuse of mobile phones”.

D-4074

Sub. Code

**12/13712/
0112/0312**

DISTANCE EDUCATION

**COMMON FOR B.A./B.Sc./B.B.A./B.B.A. (Banking)/
B.C.A./M.B.A. (5 Year Integrated) DEGREE EXAMINATION,
MAY 2024.**

First Semester

Part II — ENGLISH PAPER – I

**(CBCS 2018 – 2019 Academic Year Onwards /
CBCS 2021 Calendar Year onwards)**

Time : Three hours

Maximum : 75 marks

SECTION A — (10 × 2 = 20 marks)

Answer ALL questions.

1. How does water help in the formation of fertile lands?
2. Was Mr. Packletide successful in her mission of killing a tiger?
3. What changes do Narwa and Haria follow during winter and summer regarding their profession?
4. How does Joad praise our civilization?
5. Write the dangers of our civilization as pointed out by Joad.
6. Who is considered the father of medicine?

7. Put the verbs in the brackets in the correct tense :
- (a) He _____ (work) for four hours when I _____ (arrive) here.
- (b) At this moment I _____ (do) an exercise on tenses.
8. Fill in the blanks with Prepositions :
- (a) I walked _____ the street.
- (b) He always keeps the keys _____ the pillow.
9. Fill in the blanks with suitable Articles :
- (a) How does _____ wounded tiger behave?
- (b) Which road is _____ right one?
10. Join the given sentences to form Compound Sentences :
- (a) My uncle is coming. My aunt is coming.
- (b) I knocked at the door. No one answered.

SECTION B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) How does soil erosion happen and what are its main causes?

Or

- (b) How did Miss. Mebbin manage to get her week-end cottage? Why did she plant so many tiger lilies in her garden?

12. (a) Why does Jim Corbett consider Haria as rescuer of Narwa in 'A Deed of Bravery'?

Or

- (b) What is the advise given by the author in 'On Letter Writing'?

13. (a) Why is our civilization more secure than previous civilizations according to C.E.M. Joad?

Or

- (b) Write a short summary of 'A Hero on Probation' by B.R. Nanda.

14. (a) Write a letter to the Principal of your college pointing out some of the difficulties you and other students have experienced in the college.

Or

- (b) Rewrite the following questions in Indirect Speech. Use the Simple Past Tense for the reporting verb :

- (i) What is your name?
- (ii) Where were you born?
- (iii) How big is your family?
- (iv) What time is it?
- (v) How often do you go to theatre?

15. (a) Rewrite the following sentences in the Passive Voice :

- (i) The thief pushed open the door.
- (ii) They have solved the mystery at long last.

- (iii) We did not expect to win.
- (iv) Somebody drove us round Delhi in a big car.
- (v) His loud cries woke me at about midnight.

Or

- (b) Write a paragraph on the following topic.
'Tele-play I enjoyed'.

SECTION C — (3 × 10 = 30 marks)

Answer any THREE questions.

- 16. How does C.V. Raman explain the value of water in his essay, 'Water-the Elixir of life'?
- 17. Analyse the elements of satire in 'Mrs. Packletide's Tiger'.
- 18. Discuss the dangers of drug abuse as pointed out by Hardin B. Jones.
- 19. Write a paragraph on using the hints given below :
Three friends – set out on a journey pass through a forest – find a purse of gold – each one desires to possess the entire gold – one of them is sent to buy food – the other two plan to kill him – the first one brings poisoned food – the other two kill him on his arrival – eat the food and die – moral.
- 20. Build a dialogue between you and the librarian. You have gone to the library – search for a particular book – since not found you seek help from the librarian.

D-4149

Sub. Code

10613

DISTANCE EDUCATION

**B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.**

First Semester

BUSINESS COMMUNICATION

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL the questions.

1. Define Communication.
2. What is “Grapevine”?
3. What do you mean by media?
4. Write some media of written communication for employees.
5. What is business letter?
6. How many types of Bank Accounts can a customer open?
7. Who are delcredereagents?
8. What is surrender value?
9. What do you understand by statutory meeting?
10. What is business report?

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) What are the principles of effective communication?

Or

- (b) Explain Communication process.

12. (a) Distinguish between oral and written communication.

Or

- (b) Explain the general principles of writing.

13. (a) Discuss the formal channel of communication.

Or

- (b) State the importance of listening in Communication.

14. (a) Explain briefly the essentials of a effective business letter.

Or

- (b) How to you write an inquiry letter for quotations?

15. (a) Write short notes on :

- (i) Courtesy
- (ii) Coherence
- (iii) Adaptability.

Or

- (b) What are the necessary elements in drafting the minutes?

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Explain the types of business letters.
 17. Discuss the external and internal listening barriers.
 18. Explain the different forms and dimensions of communication.
 19. What is a collection letter? Explain the functions of collection letter?
 20. Describe the preliminary steps and procedure of writing report.
-

D-4150

Sub. Code

10614

DISTANCE EDUCATION

B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.

First Semester

INDIAN CONSTITUTION

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Preamble
2. Devolution of powers.
3. Drafting committee.
4. Single citizenship.
5. Art.21(a).
6. Money Bill.
7. Deputy speaker.
8. Art.315.
9. Calling Attention Motion.
10. Lt. Governor.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Brief about nature of administration during British rule.

Or

- (b) Discuss the main recommendations of Cabinet Mission.

12. (a) Write a note on Freedom of Religion.

Or

- (b) Define Federal system with illustrations.

13. (a) Discuss the functions of National Development Council.

Or

- (b) Enumerate various procedures to amend the constitution.

14. (a) Examine the special powers of Council of States.

Or

- (b) Give an account on special powers to Manipur.

15. (a) Discuss the significance of Foreign Policy of India.

Or

- (b) Identify the external factor that determines India's foreign policy.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Examine the composition and working of Constituent Assembly.
 17. Discuss the salient features of Indian Constitution.
 18. Analyse the emergency provisions as enshrined in the constitution.
 19. Estimate the working of Indian Parliament.
 20. Write a detailed note on consistency and inconsistency in India's Foreign Policy.
-

D-4075

Sub. Code

21 A/0321 A

DISTANCE EDUCATION

Common for B.A./B.Sc./B.B.A/B.B.A. (Banking)/B.C.A/M.B.A
(5 Year Integrated) DEGREE EXAMINATION, MAY 2024.

Second Semester

Part I — TAMIL – Paper — II

(CBCS 2018-19 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

பகுதி அ — (10 × 2 = 20 மதிப்பெண்கள்)

அனைத்து வினாக்களுக்கும் விடையளிக்க.

1. தேம்பாவணியின் காப்பியத் தலைவன் பெயரைக் குறிப்பிடுக.
2. நீலபத்மநாபன் எழுதிய நாவல்கள் இரண்டினைக் குறிப்பிடுக.
3. நூலிலாட்டு – சிறுகுறிப்பு வரைக.
4. முதலெழுத்துக்களைச் சுட்டிக் கூறுக.
5. வேற்றுமைப் புணர்ச்சி என்றால் என்ன?
6. 'ஆசிய ஜோதி' என்னும் நூலின் ஆசிரியர்?
7. தனித்தமிழ் இயக்கம் கண்ட அறிஞர்?
8. முதல் ஆழ்வார்கள் யாவர்?
9. 'உதிரிப்பூக்கள்' என்னும் திரைப்படத்தை இயக்கியவர்?
10. 'சூடாமணி' என்னும் காப்பியத்தை இயற்றியவர்?

பகுதி ஆ — (5 × 5 = 25 மதிப்பெண்கள்)

பின்வரும் வினாக்களுக்கு ஒரு பக்க அளவில் விடை தருக.

11. (அ) சாந்தி கேட்ட வேத உரையை வீரமாமுனிவர் எங்ஙனம் விவரிக்கின்றார்?

(அல்லது)

(ஆ) வீரமாமுனிவர் வெளிப்படுத்தியுள்ள தமிழ்மரபுகளை எடுத்துரைக்க.

12. (அ) நீலபத்மநாபனின் 'வானவீதியில்' சிறுகதைச் சுருக்கத்தை எழுதுக.

(அல்லது)

(ஆ) தாடகை வதையால் இராமன் பெற்ற பயன்களைச் சுட்டியுரைக்க.

13. (அ) சார்பெழுத்துக்களைச் சான்றுகளுடன் விளக்கி வரைக.

(அல்லது)

(ஆ) அன்மொழித் தொகையின் இலக்கணத்தை விளக்கி வரைக.

14. (அ) புதுக்கவிதையின் வளர்ச்சி வரலாற்றைச் சுருக்கி எழுதுக.

(அல்லது)

(ஆ) கவிஞர் கண்ணதாசனின் கவித்திறத்தை விளக்கி வரைக.

15. (அ) ஞானசம்பந்தரின் பக்தித்திறத்தைப் பாராட்டியுரைக்க.

(அல்லது)

(ஆ) தமிழ் வானொலிகளின் சமூகப் பணிகளைப் புலப்படுத்துக.

பகுதி இ — (3 × 10 = 30 மதிப்பெண்கள்)

பின்வரும் வினாக்களில் மூன்றனுக்குக் கட்டுரை வடிவில் விடை தருக.

16. இயேசுபிரான் பொறை, மிடி, தாழ்வு கொண்டதன் காரணங்களை விளக்குக.
17. 'கருணைமனு' சிறுகதை உரைக்கும் கருத்துக்களைக் கட்டுரைக்க.
18. கம்பன் பேசியுள்ள புறத்திணைச் செய்திகளைத் தொகுத்துரைக்க.
19. தமிழில் பிறமொழிச் சொற்கள் ஆளும் முறைகளைப் புலப்படுத்துக.
20. பெரியபுராணம் பேசும் இல்லற மாண்பை எடுத்துரைக்க.

D-4076

Sub. Code

21B/0321B

DISTANCE EDUCATION

Common for B.A./B.Sc./B.B.A./B.B.A (Banking)/B.C.A./M.B.A.
(5 Year Integrated) DEGREE EXAMINATION, MAY 2024.

Second Semester

Part I — COMMUNICATION SKILLS – II

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Define the code of communication skills.
2. Why is timing important in communication?
3. What are the essential elements of communication process?
4. State the uses of feedback.
5. What is front vowel?
6. What are personal skills?
7. What is the most important component of a language?
8. What is the key sentence of the paragraph?
9. Who published newsletters?
10. What is a proposal?

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) List the skills required in oral communication.

Or

- (b) Write about the merits and demerits of written communication.

12. (a) Describe back vowels.

Or

- (b) What is the difference between personal and interpersonal skills?

13. (a) What are the different types of soft skills?

Or

- (b) What are the rules to be followed while greeting or responding to a greeting?

14. (a) Write a note on passive listening.

Or

- (b) What are the characteristics of Technical Writing?

15. (a) What is Editing? Discuss its various types.

Or

- (b) What are the essential parts of a business letter?

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Explain the various elements of communication skills.
 17. Discuss the ten commandments of Good speaking.
 18. Explain personal and inter-personal skills.
 19. Discuss the different skills required during interview.
 20. Draft a Good Resume.
-

D-4077

Sub. Code

**22/13722/
0122/0322**

DISTANCE EDUCATION

Common for B.A./B.Sc./B.B.A./B.B.A. (Banking)/B.C.A./M.B.A.
(5 Years Integrated) DEGREE EXAMINATION, MAY 2024.

Second Semester

Part II — ENGLISH PAPER – II

(CBCS 2018 – 2019 Academic Year Onwards/
CBCS 2021 Calendar Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Write the rhyme scheme of Shakespearean sonnet.
2. What is the message of 'Grecian urn'?
3. Who is Andrea Del Sarto?
4. Who is the speaker of the poem 'Strange' Meeting and explain the significance?
5. Explain the title 'Gitanjali'.
6. Which of the two roads did the poet choose and why?
7. The poet says, 'Let us set our catamarans free'. What does it mean?
8. Who is Portia in the drama 'The Merchant of Venice'?
9. What is the structure of an essay?
10. List any two methods of note-making.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Write a critical note on Shakespearean sonnet.

Or

- (b) What qualities do you find in 'Andrea Del Sarto'?

12. (a) What are the Romantic characteristics in the poem 'Grecian urn'?

Or

- (b) How is Tagore's philosophy of life reflected in 'Gitanjali'?

13. (a) Where did the two roads diverge? What was the difficulty experienced by the poet?

Or

- (b) Write a critical appreciation of the poem the 'Strange Meeting'.

14. (a) Sketch the character of Shylock.

Or

- (b) How does the poet describe his experience from the Westminster Bridge?

15. (a) Write down the uses of note-making.

Or

- (b) Explain the two classification of Report Writing.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Discuss the ultimate tone of the poem 'Andrea Del Sarto'.
 17. How does Keats' 'Grecian Urn' affect our thoughts?
 18. Describe Portia's argument in 'The Merchant of Venice'.
 19. Write an essay on 'The Road Not Taken'.
 20. Write a critical note on 'Forest in India'.
-

D-4151

Sub. Code

10623

DISTANCE EDUCATION

B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.

Second Semester

ADMINISTRATIVE THEORY

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Meaning of Public Administration.
2. New Public Administration.
3. Scientific Management Theory.
4. Decision Making.
5. Interest Groups.
6. Civil Society.
7. Work Study.
8. Management Tools.
9. Concept of Development.
10. Globalization.

PART B — (5 × 5 = 25 marks)

Answer ALL the questions, choosing either (a) or (b).

11. (a) Explain the New Public Management.

Or

- (b) Bring out the significance of Public Administration.

12. (a) Enumerate the Classical theory.

Or

- (b) Write note on Leadership.

13. (a) Describe Citizen and Administration.

Or

- (b) Explain the Right to information Act.

14. (a) Write about Organization and Methods.

Or

- (b) Explain the role of Network Analysis in Administration.

15. (a) Define the concept of Ecology.

Or

- (b) Enumerate the Good Governance.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Describe the Evolution of Public Administration.
17. Write an essay on Motivation Theory.

18. Enumerate the Control over Administration in Executive.
 19. Examine the Management Tools in Public Administration.
 20. Explain the Impact of Globalization on Public Administration.
-

D-4152

Sub. Code

10624

DISTANCE EDUCATION

**B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.**

Second Semester

INDIAN ADMINISTRATION

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Fundamental Duties
2. Cabinet Ministers
3. Prime Minister
4. Union Public Service Commission
5. Legislative Assembly
6. Directorate
7. Civil Servant
8. Federal System
9. Globalisation
10. ICT

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Brief about Parliamentary Democracy in India.

Or

- (b) Trace the evolution of British period.

12. (a) Explain the Powers of Prime Minister.

Or

- (b) Give an account on Cabinet Secretariat.

13. (a) Describe Governor role in state administration.

Or

- (b) Explain the State Secretariat.

14. (a) Write about the centre and state financial relations.

Or

- (b) Define the concept State Public Services.

15. (a) Explain the globalisation and Indian Administration.

Or

- (b) Enumerate about the Information Communication Technology.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Describe the powers and functions of Council of Ministers.
 17. Enumerate about the Union Public Service Commission.
 18. Explain the role of District Collector in detail.
 19. Evaluate the Indian parliament composition and functioning.
 20. Examine the impact of information communication technology in administration.
-

D-4078

Sub. Code

31A/13731

DISTANCE EDUCATION

**Common for B.A/B.Sc./B.C.A. DEGREE EXAMINATION,
MAY 2024.**

Third Semester

Part I : TAMIL — Paper III

**(CBCS 2018-19 Academic Year Onwards/CBCS 2021 Calendar
Year onwards)**

Time : Three hours

Maximum : 75 marks

பகுதி அ — (10 × 2 = 20 மதிப்பெண்கள்)

அனைத்து வினாக்களுக்கும் விடையளிக்க.

1. விரிச்சி கேட்டல் என்றால் என்ன?
2. மதுரைக்காஞ்சியின் ஆசிரியரைக் கூறுக.
3. அலர் - பொருள் தருக.
4. ஐங்குறுநூற்று வைப்புமுறையில் முதலில் அமைந்துள்ள திணை.
5. அகநானூற்றின் மூன்று பகுப்புகளை எழுதுக.
6. கையறுநிலை என்பதை விளக்குக.
7. 'நான்மணிக்கடிகை' பெயர்க்காரணம் தருக.
8. திருக்குறளின் சிறப்புப் பெயர்கள் இரண்டினை எழுதுக.
9. இராசராசசோழன் நாடகத்தின் ஆசிரியர்.
10. 'சுவடுகள்' நாவலின் கதைக்கரு யாது?

பகுதி ஆ — (5 × 5 = 25 மதிப்பெண்கள்)

பின்வரும் வினாக்களுக்கு ஒரு பக்க அளவில் விடை தருக.

11. (அ) ஐங்குறுநூற்றைப் பாடியோர் வரலாற்றை எழுதுக.

(அல்லது)

(ஆ) கபிலரின் கவித்திறத்தைச் சான்றுகள் தந்து விளக்குக.

12. (அ) மஞ்சைப் பத்துப் பேசும் செய்திகளை விவரிக்க.

(அல்லது)

(ஆ) தலைவன் தன் நெஞ்சிற்குரைத்த குறுந்தொகைப் பாடல்களைச் சுட்டுக.

13. (அ) சிலப்பதிகாரச் சாயல் தரும் நற்றிணைப் பாடலைப் புலப்படுத்துக.

(அல்லது)

(ஆ) கிள்ளி வளவனை நப்பசலை எங்ஙனம் புகழ்ந்துரைக்கிறார்?

14. (அ) தூக்கமின்மை குறித்து நான்மணிக்கடிகை பேசுமாற்றை எழுதுக.

(அல்லது)

(ஆ) விமலாதித்தன் பாத்திரத்தின் முக்கியத்துவத்தைப் புலப்படுத்துக.

15. (அ) நாவலில் கதைப்பின்னல் அமையுமாற்றை விளக்குக.

(அல்லது)

(ஆ) சுவடுகள் நாவலின் 'ராசத்தி' பாத்திரப் படைப்பை விவரிக்க.

பகுதி இ — (3 × 10 = 30 மதிப்பெண்கள்)

பின்வரும் வினாக்களில் மூன்றனுக்குக் கட்டுரை வடிவில் விடை தருக.

16. முல்லைப்பாட்டு உரைக்கும் பாசறை நிகழ்வுகளைக் கட்டுரைக்க.
17. அகநானூற்றுச் சேந்தன்பூதனார் பாடல்களை எடுத்துரைக்க.
18. திருக்குறள் சிறப்புகளை நும் பாடப் பகுதியால் கருத்துரைக்க.
19. இராசராசசோழன் நாடகத்தின் கதைக்கோப்பை விவரிக்க.
20. சுவடுகள் நாவல் பேசும் சமூக அவலங்களைத் தொகுத்துரைக்க.

D-4079

Sub. Code

31B

DISTANCE EDUCATION

**Common for B.A./B.Sc./B.C.A. DEGREE EXAMINATION,
MAY 2024.**

Third Semester

Part I — HUMAN SKILLS DEVELOPMENT – I

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL the questions.

1. Name five types of Human skills.
2. Define 'Interpersonal Behaviour'.
3. What is positive approach?
4. Why interruption is kind of irritative behaviour?
5. Why is feed back in social life is necessary?
6. Who told about the power of concentration on duties in The Bhagavat Geeta?
7. Who is an Introvert?
8. Define Self Efficacy.
9. Explain Decision-making skills.
10. Define Stress.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Is self-respect important to achieve one's goal?

Or

- (b) Define the power of advanced thinking.

12. (a) Is maintaining relationship important in life? Why?

Or

- (b) Define non-verbal communication and its importance.

13. (a) Bring out the benefits of time management in goal setting.

Or

- (b) Is decision-making an important skill in life?

14. (a) What are the strategies found in negotiation skill?

Or

- (b) What are the basic qualities of a leader?

15. (a) What are the ways to develop relationship with others?

Or

- (b) Is counseling necessary against stress complaint?

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Discuss various methodologies of strategies to cope up with conflict.
 17. Describe the various types of attitudes.
 18. Elaborate all types of telephone etiquettes.
 19. Discuss the importance of duty, consciousness in life.
 20. Describe mind level and its functions.
-

D-4080

Sub. Code

132/13732

DISTANCE EDUCATION

**Common for B.A./B.Sc./B.C.A. DEGREE EXAMINATION,
MAY 2024.**

Third Semester

Part II — ENGLISH PAPER – III

**((CBCS 2018 – 2019 Academic Year Onwards)/
(CBCS 2021 Calendar Year Onwards))**

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. How does Swami try to escape from sleeping alone in the office?
2. What is the Manager's advice to Foreman?
3. Why does Lomove want to get married?
4. How was Eddie killed?
5. Who is responsible for Sergeant Smith's death?
6. How does Mita bring change in Yassin?
7. Define conjunction with example.

8. Do as directed :
Sam is more intelligent than Peter (Into positive).
9. Define Minutes.
10. State the purposes of notice.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Comment on the end of the story “The Post Master”.

Or

- (b) How do the Loiseles manage to replace the necklace?

12. (a) How does Philip threaten Uncle James in dream?

Or

- (b) What do you learn from the play “The Silver Idol”?

13. (a) Describe the pathetic condition of Pierre and Jean.

Or

- (b) Why did the captain kill the girl’s husband?

14. (a) Why do the friends deviate from the promise in “Reunion”?

Or

- (b) What is Gupta’s attitude towards refugees in the beginning?

15. (a) Write short notes on adverb.

Or

(b) Describe your happy memory.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Examine the relationship between the post master and Ratan.

17. The Verger is a great opportunist – Discuss.

18. Discuss “Progress” as a an anti-war play.

19. How does Asif Currimbhoy picturise the pathetic condition of the refugees?

20. Do as directed :

(a) Gold is the most expensive of all the metals.
(Into positive)

(b) Chennai is bigger than many other cities.
(Into Superlative)

(c) No other animal is as dangerous as the man.
(Into comparative)

(d) Raju is one of the best batsman in the team. (Into positive)

(e) The train runs faster than cars. (Into positive)

D-4153

Sub. Code

10633

DISTANCE EDUCATION

B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.

Third Semester

PRINCIPLES OF MANAGEMENT

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. F.W. Taylor.
2. Middle Management.
3. Plan formulation.
4. Social Welfare policy.
5. Formal organization.
6. Hierarchy.
7. Elements of Delegation.
8. Integrated control.
9. Management Audit.
10. Group.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) What are the various functions of management?

Or

- (b) Examine the strategies for planning.

12. (a) Describe the importance of Decision – Making.

Or

- (b) What are the bases of organization?

13. (a) Define centralization and discuss its merits and demerits.

Or

- (b) Discuss the elements of delegation.

14. (a) Examine the importance of staffing.

Or

- (b) What are the different types of motivation?

15. (a) List out the principles of directing.

Or

- (b) Describe the objectives of Management Audit System.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Explain the evolution of management in detail.
 17. Define 'Organization' and explain its nature, purpose, structure and kinds of organization.
 18. Describe the types of communication and explain the essentials of good communication.
 19. Write an essay about management Information system.
 20. Analyse the recent trends and new perspectives in management.
-

D-4154

Sub. Code

10634

DISTANCE EDUCATION

B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.

Third Semester

ADMINISTRATIVE THINKERS

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Kautilya.
2. The study of administration.
3. Max Weber.
4. Motivation.
5. Two factor theory.
6. Informal organizations.
7. Co-Operative Administration.
8. Personality and organization.
9. Participative Management.
10. Y. Dror.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Discuss Kautilya's ideas on administration.

Or

- (b) Assess Woodrow Wilson's contributions to the Public Administration.

12. (a) Discuss the managerial activities as mentioned by Henry Fayol.

Or

- (b) Examine the importance of Abraham Maslow's Hierarchy of Needs Theory.

13. (a) Write a short notes on M.P. Follet method of resolving conflict.

Or

- (b) What are the four stages of Simon models of Decision-Making?

14. (a) Give a brief account on "The Functions of Executive".

Or

- (b) Describe the characteristics of Prismatic society.

15. (a) Examine Chris Argris views about Human Personality.

Or

- (b) Analyse Renins Likert's Pattern's of Leadership.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Examine the importance of F.W. Taylor's Scientific Management Theory.
 17. Critically estimate Max Weber's contributions to the study of Bureaucracy.
 18. "Elton Mayo is regarded as father of the Human Relations theory" – Estimate.
 19. Explain the unique features of Rigg's Ecological Approach.
 20. Analyse the administrative ideas of Y. Dror with reference to policy science.
-

D-4081

Sub. Code

41A/13741

DISTANCE EDUCATION

**COMMON FOR B.A./B.Sc./B.C.A. DEGREE EXAMINATION,
MAY 2024.**

Fourth Semester

Part I : TAMIL PAPER – IV

**(CBCS 2018 – 19 Academic Year onwards /
2021 Calendar Year onwards)**

Time : Three hours

Maximum : 75 marks

பகுதி அ — (10 × 2 = 20 மதிப்பெண்கள்)

அனைத்து வினாக்களுக்கும் விடையளிக்கவும்.

1. குற்றியலுகரம் என்றால் என்ன?
2. தளையின் வகைகள் யாவை?
3. கலிப்பாவின் உறுப்புகளைக் கூறுக.
4. அகப்பொருளின் பாகுபாடுகள் யாவை?
5. வஞ்சினக் காஞ்சி என்றால் என்ன?
6. பொருள் அணிகள் எத்தனை வகைப்படும்?
7. சொல் அணிகள் எத்தனை வகைப்படும்?
8. அகநானூற்றைத் தொகுத்தவர் யார்?
9. சேர மன்னர்களின் சிறப்பைக் கூறும் எட்டுத் தொகை நூல் எது?
10. சீவக சிந்தாமணி எத்தனை இலம்பகங்களைக் கொண்டது?

பகுதி ஆ — (5 × 5 = 25 மதிப்பெண்கள்)

பின்வரும் வினாக்களுக்கு ஒரு பக்க அளவில் விடை தருக.

11. (அ) வெண்பாவின் பொது இலக்கணம் கூறி அதன் வகைகளைச் சுட்டுக.
(அல்லது)
(ஆ) கண்ணி இலக்கண வகைமையைச் சான்றுடன் விளக்குக.
12. (அ) சீர் என்றால் என்ன? விளக்குக.
(அல்லது)
(ஆ) ஆசிரியப்பாவில் பயின்று வரும் தளைகள் குறித்து எழுதுக.
13. (அ) வரைவு கடாதலின் வகைகளை விளக்குக.
(அல்லது)
(ஆ) குறிப்பு வேற்றுமை அணி குறித்து எழுதுக.
14. (அ) அகநானூற்றின் சிறப்பினை விவரி.
(அல்லது)
(ஆ) ஆற்றுப்படை நூல்களின் செவ்வியல் தன்மையை விளக்குக.
15. (அ) திருக்குறளின் பொதுமைக் கோட்பாட்டை விவரி.
(அல்லது)
(ஆ) மௌன மயக்கங்கள் காவியம் உணர்த்தும் சமூகச் செய்திகளைக் கூறுக.

பகுதி இ — (3 × 10 = 30 மதிப்பெண்கள்)

பின்வரும் வினாக்களுள் மூன்றனுக்குக் கட்டுரை வடிவில் விடை தருக.

16. புதுக்கவிதையில் படிமத்தின் பங்களிப்பு குறித்து எழுதுக.
17. கற்புக் காலப் பிரிவுகள் குறித்து எழுதுக.

18. உவமை அணியின் விளக்கம் கூறி வகைகளை விளக்குக.
 19. எட்டுத்தொகையில் அகம் பற்றிய நூல்களை எழுதி அதன் சிறப்பியல்புகளை விவரிக்க.
 20. பாண்டியன் பரிசு காவியத்தில் வெளிப்படும் புரட்சிகரமான கருத்தினை எழுதுக.
-

D-4082

Sub. Code

41B

DISTANCE EDUCATION

**COMMON FOR B.A./B.Sc./B.C.A. DEGREE EXAMINATION,
MAY 2024.**

Fourth Semester

Part I – HUMAN SKILLS DEVELOPMENT – II

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

SECTION A — (10 × 2 = 20 marks)

Answer ALL the questions.

1. What are the types of communication?
2. What is WIIFM?
3. What is the role of critical thinking?
4. What are Soft Skills?
5. Give the definition for 'Motivation'.
6. Mention any two steps used to develop vision of a leader.
7. Define Technical Communication.
8. Give the meaning of Managerial Skill.
9. What do you mean by Multi-Tasking?
10. What is emotional discomfort?

SECTION B — (5 × 5 = 25 marks)

Answer ALL the questions, choosing either (a) or (b).

11. (a) What are the common barriers to communication?

Or

- (b) What is the importance of Bloom's taxonomy of thinking?

12. (a) Write a note on Democratic Style of leadership.

Or

- (b) Write a note on Bureaucratic Style of a leader

13. (a) What are the components you should have to get a positive and healthy personality?

Or

- (b) What are the types of organisational skills?

14. (a) Discuss the skills involved in handling the problems.

Or

- (b) Write a note on problems solving skills.

15. (a) Write a short note on Time Management Skills.

Or

- (b) Write some of the behavioural changes that could be observed in a person who is affected with stress.

SECTION C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Discuss the role of a counsellor.
 17. Write a model for a speech on orientation.
 18. Elucidate the differences between Hard and Soft Skills.
 19. Explain Cooperative Learning Skills.
 20. Discuss the importance of Problem Solving Skills.
-

D-4083

Sub. Code

42/13742

DISTANCE EDUCATION

COMMON FOR B.A./B.Sc./B.C.A. DEGREE EXAMINATION,
MAY 2024.

Fourth Semester

Part II — ENGLISH PAPER – IV

(CBCS 2018 – 2019 Academic Year Onwards/
CBCS 2021 Calendar Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. What happened to the partner when Lalajee returned after his journey?
2. How was the boy suffering in 'A Day's Wait'?
3. Why does the crowd hiding from the rain get so upset with Higgins for taking notes of the Flower Girl's speech?
4. Why is Romeo exiled?
5. What is the story, *Swami* and *Friends* about?
6. Who are Polixenes and Leontes in *The Winter's Tale*?
7. What reason does Antonio give for being sad in the opening scene of the play, *The Merchant of Venice*?
8. What does the Nurse advise Juliet to do after Romeo is exiled?

9. Add Tag Questions :
- (a) Everyone has come, _____.
 - (b) Let's go home, _____.
10. Correct the following sentences :
- (a) A crate of apples and organs have been delivered.
 - (b) Either the husband or the wife have to go.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Describe Jim Corbett's experience with Lalajee.
- Or
- (b) Write a short summary of 'Little Girls Wiser than Men'.
12. (a) Describe the Stoic nature of the boy in 'A Day's Wait'.
- Or
- (b) What is the Pygmalion Myth?
13. (a) How does Swami navigate his desires for community and for freedom?
- Or
- (b) Discuss and analyse Leontes's jealousy.
14. (a) Discuss the relationship between Jessica and Shylock.
- Or
- (b) Apart from clashing with Tybalt, what role does Mercutio play in the story, *Romeo and Juliet*?

15. (a) How does Toynbee glorify Nehru?

Or

(b) Expand – ‘Pen is mightier than sword’.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Analyse ‘Two Old Men’ by Leo Tolstoy.

17. Sketch the character of Swami.

18. Discuss the relationships between parents and children in *Romeo and Juliet*.

19. Examine the courtroom scene in *The Merchant of Venice*. How does it illuminate the play’s major themes?

20. Build a dialogue between father and son. Son requests father to allow him to go abroad for higher studies.

D-4155

Sub. Code

10643

DISTANCE EDUCATION

B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.

Fourth Semester

ORGANISATIONAL BEHAVIOUR

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Name the four elements of organizational behaviour.
2. Individual behaviour.
3. Personality.
4. Autocratic model.
5. Inherited characteristics.
6. Sensation.
7. Positive Attitude.
8. Halo Effect.
9. Behavioural change.
10. Organizational development.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Describe the nature of organizational behaviour.

Or

- (b) Discuss the causes of human behaviour.

12. (a) What are the determinants of personality?

Or

- (b) Write a note about process of perception.

13. (a) Write a note on charismatic personality.

Or

- (b) Examine the theory of Behaviouralism.

14. (a) Give a brief account on measurement of Attitude.

Or

- (b) What is group norms?

15. (a) Describe the ill effects of stress on human beings.

Or

- (b) Analyse the internal and external factors responsible for organizational change.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Explain the important characteristics of organizational behaviour.
 17. Evaluate the assets of individual behaviour.
 18. Trace the nature and dimensions of personality and attitude.
 19. Discuss the significance of Group Dynamics in an organization.
 20. Enumerate the different factors responsible for organizational change.
-

D-4156

Sub. Code

10644

DISTANCE EDUCATION

B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.

Fourth Semester

MODERN ADMINISTRATIVE SYSTEM

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Liberty
2. British Parliamentary Commissioner.
3. British Civil Service.
4. Nominal head
5. Natural law
6. Diet
7. Central Personnel Agency.
8. Indirect Democracy.
9. Napoleon
10. Red army.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Explain the powers and functions of the Brittan Monarch.

Or

- (b) The Senate of USA is the powerful second chamber in the world. Discuss.

12. (a) Explain the practices of Customs and conventions.

Or

- (b) Discuss the role of british cabinet

13. (a) Explain the composition, powers and functions of the standing committee of people's Republic of China.

Or

- (b) Discuss the role of Diet.

14. (a) Describe about local administration in Japan.

Or

- (b) Explain checks and balances in USA.

15. (a) Explain the functions of communist party of China.

Or

- (b) Discuss about the Direct Democracy Swiss.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Distinguish between the king and the crown in the British Government.
 17. Write a note on the Duties of Citizens of Japan.
 18. Discuss the main features of the Judicial system of France.
 19. Explain the function of Cabinet of Britain.
 20. Write a note on Lobbying.
-

D-4157

Sub. Code

10651

DISTANCE EDUCATION

**B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.**

Fifth Semester

PUBLIC FINANCIAL ADMINISTRATION

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Nature of Public Financial Administration.
2. Budget.
3. Public borrowings.
4. Accounting.
5. Deficit financing.
6. PAC – Meaning.
7. Disbursement of Public funds.
8. Plan Programming budget.
9. Zero Based Budgeting.
10. Role of cabinet in budgeting.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Explain the principles of budget.

Or

- (b) Explain the Top-down budgeting.

12. (a) Explain the Social and Economic implications.

Or

- (b) Describe the types of budget.

13. (a) Explain the performance budgeting.

Or

- (b) Explain the plan programming budgeting growth and advantages.

14. (a) Enumerate the custody and disbursement of funds.

Or

- (b) Explain the separation of A/cs and Audit system.

15. (a) Explain the mobilisation of financial resources.

Or

- (b) Explain the role of CAG.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Describe the Meaning, Scope and Importance of Financial Administration.
 17. Sketch about preparation and presentation of budget.
 18. Explain about the organization and functions of Ministry of Finance.
 19. Explain the composition, powers and functions of PAC.
 20. Describe the meaning and process of zero base budgeting.
-

D-4158

Sub. Code

10652

DISTANCE EDUCATION

B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.

Fifth Semester

HUMAN RIGHTS ADMINISTRATION IN INDIA

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. UDHR.
2. National Human Rights Commission.
3. Political Rights.
4. Child Abuse.
5. Social Right.
6. UN Commission for Refugees.
7. Untouchability.
8. Domestic workers.
9. Female Feticide.
10. Right to Abortion.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) What led to the formation of League of Nations?

Or

- (b) Examine the positive approach towards Human Rights.

12. (a) What is the purpose of the International Covenant on Socio-Economic and Cultural Rights?

Or

- (b) Write a short note on United Nations Human Rights Council.

13. (a) Briefly highlight the functions of Human Rights Court.

Or

- (b) Assess the functions of Human Rights Police Stations.

14. (a) What are the problems faced by Plantation workers?

Or

- (b) Briefly explain why Child Right is to be Protected?

15. (a) Mention any four rights enjoyed by women.

Or

- (b) Discuss about the contemporary issues connected with the Women's Rights.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Write an essay on the Human Rights in the context of Indian Constitution.
 17. Analyze the importance of Political and Civil Rights.
 18. Elucidate the role of National Human Rights Commission in India.
 19. Describe the note on ILO in eradicating Child Labor System.
 20. Examine the impact made by Article 45 on the Education of Children.
-

D-4159

Sub. Code

10653

DISTANCE EDUCATION

B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.

Fifth Semester

DEVELOPMENT ADMINISTRATION IN INDIA

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Economic Development.
2. Millennium Development Goals.
3. Participation in Administration.
4. Gender equality.
5. Coordination.
6. Decentralisation.
7. Enterprises.
8. Urbanisation.
9. Planning Commission.
10. Inclusive growth.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Define the concept development.

Or

- (b) Discuss the features of development administration.

12. (a) Write a short note on the functions of Civil Servants.

Or

- (b) Identify the issues in Urban Transport system in India.

13. (a) Give an account the major achievements of MGNREGA.

Or

- (b) Identify the issues in rural development planning in Tamil Nadu.

14. (a) Elucidate the land reform policy of Tamil Nadu government.

Or

- (b) Explain the need for rights to Health as Fundamental Right.

15. (a) Identify the role of voluntary organizations in development administration.

Or

- (b) Bring out the significance of sustainable development goals of UNO.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Trace the origin and growth of development administration as a separate discipline in India.
17. “Bureaucracy is responsible for sustainable development in India”. – Discuss.
18. Assess the role of NITI Aayog in the process of planning in India.
19. Identify the issues and challenges in planning at the grassroots level.
20. Assess the role of World Bank in bringing sustainable development in developing countries.

D-4160

Sub. Code

10654

DISTANCE EDUCATION

**B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.**

Fifth Semester

CITIZEN AND ADMINISTRATION

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Values
2. Integrity
3. Benefits of Social Audit.
4. Citizens Charter
5. Public interest litigation
6. Interest Groups
7. Corruption
8. M-governance
9. Grievances Redressal Mechanism
10. Central Bureau of Investigation.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Discuss the importance of Integrity administration in Public Services.

Or

- (b) Explain the problems of people participation in administration?

12. (a) What are the disadvantages of e-governance

Or

- (b) What do you mean by social audit?

13. (a) Discuss about various E-Governance models.

Or

- (b) Explain the powers and functions of the Central Vigilance Commission.

14. (a) Write a note on application of good governance.

Or

- (b) Explain about non-governmental organizations?

15. (a) Write a note on Ombudsman.

Or

- (b) Examine the concept of meritocracy

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Discuss the objects and salient features of RTI Act, 2005.
 17. Enlighten meaning of Social Audit? Explain its Benefits and Methodology.
 18. Describe the E-Governance, Concepts and applications, features and its characterizes?
 19. Examine the role of “Civil Society” in the Contemporary era.
 20. State the relationship between RTI and Good Governance.
-

D-4161

Sub. Code

10661

DISTANCE EDUCATION

B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.

Sixth Semester

COMPUTERS AND DATA PROCESSING

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL the questions.

1. Define the term hardware.
2. What is personal computer?
3. What are the different types of data processing system?
4. What do you mean by modularity?
5. Define the file organization techniques.
6. What is flow chart?
7. What is online processing?
8. Name the different types of stores.
9. Define the term real-time application.
10. What are query packages?

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Describe the structure of decision table.

Or

- (b) Explain the various types of computer software.

12. (a) Briefly explain the significance of data processing system.

Or

- (b) What are the advantages and disadvantages of flow chart?

13. (a) Explain different types of flowcharts giving appropriate examples.

Or

- (b) Explain the features of computerized accounting software.

14. (a) Explain online processing with the help of examples.

Or

- (b) Discuss about the railway reservation.

15. (a) Briefly explain the significance of store and store management.

Or

- (b) Explain the term query and the different types of queries.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Describe the evolution of computers.
 17. Discuss about the auxiliary storage in details.
 18. Explain the usage of common batch processing.
 19. Discuss about the online internet applications.
 20. Briefly explain the classification of stores giving examples of each type.
-

D-4162

Sub. Code

10662

DISTANCE EDUCATION

B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.

Sixth Semester

PUBLIC PERSONNEL ADMINISTRATION

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Accountability.
2. Centre Civil Services.
3. Retirement.
4. Direct Recruitment.
5. Seniority principle.
6. Position classification.
7. Pension scheme.
8. In-service training.
9. Right to Strike.
10. Training.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Discuss the objectives of Personnel Administration.

Or

- (b) Enumerate the need for ethics in administration.

12. (a) What are the issues in Recruitment process in India?

Or

- (b) Write a short note on merits of merit system.

13. (a) Point out major retirement benefits available for government employees in India.

Or

- (b) Write about stages in Disciplinary procedure.

14. (a) Identify the functions of government employees associations.

Or

- (b) Explore the problems in promotion system.

15. (a) Bring out code of conduct for Civil Servants in India.

Or

- (b) Give an account on Citizens Charter.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Examine the importance and functions of Personnel Administration.
 17. Enumerate various stages in Recruitment process.
 18. Write an essay on Central Administrative Tribunal.
 19. Bring out various types of training followed in Indian Civil Services.
 20. Write a detailed note on Administrative Ethics.
-

D-4163

Sub. Code

10663

DISTANCE EDUCATION

B.A. (Public Administration) DEGREE EXAMINATION,
MAY 2024.

Sixth Semester

PUBLIC POLICY ANALYSIS

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Nature of Public Policy.
2. Herold Laswell's Policy Science.
3. Benefits of Policy Evaluation.
4. System Model.
5. Media and Policy Making.
6. Bureaucracy.
7. Judiciary.
8. Political parties.
9. Health policy.
10. Policy studies.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Explain about the types of policy.

Or

- (b) Write a short note on meaning of Policy Science.

12. (a) Describe the issues in Public Policy.

Or

- (b) Delineate the Dror's Normative Model.

13. (a) Explain the role of Electorate in policy making.

Or

- (b) Analyse the Executive role in policy making Process.

14. (a) Examine the Criteria for policy Evaluation.

Or

- (b) Discuss about the importance of Policy Implementation.

15. (a) Analyze the need for Health Policy.

Or

- (b) Trace the reforms required in Agricultural Policy.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Examine the meaning, definition and scope of Public Policy.
 17. Write an essay On Simon's Bounded Rationality.
 18. Describe about the role of Bureaucracy in Policy Making Process.
 19. Analyze the various elements of the Policy Implementation.
 20. Bring out the pros and cons of New Education Policy (2020) in India.
-

D-4164

Sub. Code

10664

DISTANCE EDUCATION

B.A. DEGREE EXAMINATION, MAY 2024.

Sixth Semester

Public Administration

LOCAL SELF GOVERNMENT ADMINISTRATION IN INDIA

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Decentralisation of Powers.
2. Saba.
3. Republic
4. Any two features of Welfare State.
5. G.V.K. Rao Committee.
6. Two tier system of Local Government.
7. Township.
8. Financial Autonomy.
9. Corporation.
10. District Planning Committee.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Bring out the features of local self government.

Or

- (b) Identify the objectives of community development programmes.

12. (a) Explain the main recommendations of Ashok Mehtha committee.

Or

- (b) Elucidate the features of Tamil Nadu Panchayat Act 1994.

13. (a) Enumerate the functions of Village Panchayats.

Or

- (b) Write about Cantonment Board.

14. (a) Discuss the powers and functions of B.D.O.

Or

- (b) Identify the financial sources to Grama panchayat.

15. (a) Explain the need for peoples participation in local self government.

Or

- (b) Identify the sources of revenues to rural local governments.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Discuss the meaning and nature of local self government.
 17. Identify the features of 73rd constitutional amendment.
 18. Analyse the structure of Urban local governments in Tamil Nadu.
 19. Examine the role of caste in local self government in Tamil Nadu.
 20. Examine the merits and demerits in state government control over local self governments.
-